

Volunteer and Leader Application - Category 1 University of Kentucky Cooperative Extension Service

Kentucky Cooperative Extension Service takes seriously its obligation to provide a safe environment for all people. This application allows Extension Personnel the opportunity to know volunteers better, along with clearly communicating expectations of the volunteer role.

I. GENERAL INFORMATION

Name _____
(FIRST) (MIDDLE) (LAST)

Email _____

Phone Primary/Mobile _____ Secondary/Work: _____

Mailing Address: _____
(STREET, BOX, ROUTE, APT #)

(CITY) (STATE) (ZIP)

Residential Address (If different from above): _____
(STREET, BOX, ROUTE, APT #)

(CITY) (STATE) (ZIP)

Ethnicity: (check one): ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Race (check all that apply): ☐ White ☐ Black or African American
☐ American Indian or Alaskan Native ☐ Asian ☐ Native Hawaiian or Other Pacific Islander

Biological Sex: ☐ Female ☐ Male

II. EMERGENCY CONTACT INFORMATION

Name: _____
(FIRST) (MIDDLE) (LAST)

Phone Primary _____ Secondary _____

Email _____



III. ACKNOWLEDGEMENT, AUTHORIZATION, RELEASE, AND WAIVER

Acknowledgement of Policies - If accepted as a volunteer, I agree to abide by the regulations, policies, rules, standards, codes of conduct and procedures ("Policies") of the University of Kentucky and its Cooperative Extension Service ("University") and to fulfill my volunteer responsibilities to the best of my abilities. I understand that all University Policies are subject to change in the University's sole discretion and that it is my responsibility to stay informed about and comply with the current University Policies. I understand that the purpose of 4-H Youth Development programs is to develop youth individually and as responsible, productive citizens. I recognize that Extension programs are part of the Martin-Gatton College of Agriculture, Food and Environment, in which USDA, the University of Kentucky, Kentucky State University, and all Kentucky counties share. I understand that this document is not a contract, that volunteers are not employees of the University, that volunteers serve at the will of the University and that my volunteer status can be discontinued at any time for any reason or no reason, in the sole discretion of the University with or without prior notice.

I will ensure that educational programs of the University of Kentucky Cooperative Extension Service serve all people and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, gender identity, gender expression, pregnancy, marital status, genetic information, age, veteran status, physical or mental disability or reprisal or retaliation for prior civil rights activity. I agree to abide by state and federal laws prohibiting discrimination on the basis of these protected classes. I understand and agree to comply with all policies of the University of Kentucky Cooperative Extension Service and the United States Department of Agriculture.

I have read, understand and agree to fulfill the purpose and responsibilities of this volunteer position and further agree to accept guidance and direction from the University. I will notify the supervising professional if I am no longer interested in serving.

Media Release - I am eighteen (18) years of age or over, and hereby grant permission to the University of Kentucky and its affiliates and subsidiaries, including but not limited to the UK Alumni Association, UK Athletics Association, and UK Research Foundation, to interview, photograph, and/or videotape me; and/or to supervise any others who may do the interview, photography, and/or videotaping; and/or to use and/or permit others to use information from the aforementioned interview and/or the aforementioned images in educational and promotional activities for the following without compensation: UK Educational Publications/Videos; UK Electronics Publishing (e.g., World Wide Web); UK Promotion/advertising; Local/Regional/National News Media (with permission of UK.)

☐ I permit _____ (Initial)

INITIAL HERE

Waiver – I hereby assume any and all risks associated with this volunteer position and expressly waive, release, discharge and hold harmless, the University of Kentucky, its trustees, directors, officers, agents, employees and assigns from and against any and all liability for loss, damage, injury, illness or claim of any nature whatsoever, however caused, arising out of, in association with, or related in any way to my volunteer role.

I have read, understand and agree to the above:

SIGN HERE

Volunteer Signature

Date

IV. KY CES EXPECTATIONS FOR VOLUNTEERS

Trust is placed in the Kentucky Cooperative Extension Service (CES) to provide quality leadership and care for individuals participating in our programs. The opportunity to volunteer is a privileged position of trust that should be held only by those who are willing to demonstrate behaviors that fulfill this trust. These expectations for volunteers guide their involvement in KY CES activities.

The purpose of these expectations for volunteers is to ensure the safety and well-being of all participants (i.e., youth, their parents and families, volunteers, and paid staff). KY CES volunteers are expected to function within the guidelines of University of Kentucky (UK) CES.

As an Extension Volunteer:

- I will represent Kentucky CES to youth and adults by conducting myself with courteous manners and language, exhibiting good sportsmanship, serving as a positive role model, and demonstrating appropriate conflict resolution skills.
- I will abide by all applicable laws, UK and CES rules, policies, and guidelines. This includes but is not limited to policies and procedures related to: child abuse, fiscal management procedures and substance abuse.
- I will accept supervision and support from Extension staff or approved volunteers.
- I will participate in orientation and on-going volunteer education, including client protection standards.
- I will not consume or allow others to use alcohol or illegal drugs by immediately reporting use while at any KY CES function.
- I will promote and support the vision, mission, and values of Kentucky CES and its programs.
- I will conduct myself in a manner that is in the best interest of youth, adults and CES and will not use the volunteer position for purposes of personal gain.
- If working with animals, I will treat them humanely and support appropriate animal care and management.
- I will use technology (including social media) appropriately, reflecting best practices in youth development, according to University policy, including the use of images.
- I will not practice, condone, tolerate, or allow bullying, hazing, harassment, or malicious pranks.
- I understand that this is a volunteer position. I serve at the will of the University and may be discontinued at any time, for any reason or no reason, with or without prior notification in the sole discretion of UK.
- I understand that I will be asked to sign a volunteer position description(s) provided by the county extension office specific to my volunteer role(s).
- I will ensure that educational programs of KY CES serve all people regardless of economic or social status and will not discriminate.
- Visit the University website to view the University Non-Discrimination Statement.

I have read, understand, and agree to abide by these expectations for volunteers.

SIGN HERE

Volunteer Signature

Date

Signature of Supervisor or Volunteer

Date